

Audre Lorde to Howard Zinn Library
Meeting Agenda
Wednesday, November 9, 6:00pm
Facilitators: Myrna M. & Emily B.

1. Introductions & choose timekeeper (terranova), minutes-taker (hm) [10 min]

Myrna, Heather M, Kristin, Meghan, Terranova, Chris, Nicole, Anna, Keller, Angela, Rebecca, Emily, John, Nick, Candace

2. Introduction to the library - if necessary [5 min]

People present were familiar with the library so we skipped this.

3. Crates/ shelving update: Kristin & John [5 min]

More milk crates have been added; they've been filled already, but still we're in pretty good shape. Kristin and John rearranged some of the sections to reflect changing space needs.

They talked about winterizing the crates with doors, but nothing seemed super apparent as a good idea. They may need to rig something if that seems necessary, but the tent itself is pretty weather-proof.

Putting wet coats on the coat rack helps to keep out moisture when it's rainy.

4. Visioning/ re-envisioning the library [25 min]

- a. Vision document update?: Alana

Having a mission statement may help to clarify a direction of what to do after the emergency plan is implemented. Who the constituencies are for the material, who might be able to use it, who could keep track of it.

Difference between a vision statement and a mission statement.

Mission - what do we do, and how are we going to do it?

Vision - what is our purpose? What is the philosophical purpose of the library? What is important about this?

So if what is philosophically important to the library is to provide on the ground reference support to the people at Dewey square, than staffing the library is very important and we need to push more toward having people volunteer time.

But, if the priority is more broadly defined, than we have more than one priority.

[Talked about the vision a little, but then morphed into a conversation about staffing the library

tent.]

b. Physical library

i. Sustainability of current iteration of library given current staffing patterns

Staffing the library with people is hard to sustain. Many of us are working or in school. Winter is coming. What do we do overnight? One thought is that this may not being something we can feasibly do.

Another thought is that meeting people in the physical space is inspiring to others.

We talked about how to better staff the space. **A subgroup was formed to discuss and implement outreach options to bring more people in to staff the tent.**

Maintaining the physical space is important to many; maintaining staffing in the tent is a way to keep the library relevant.

ii. Potential community spaces as hosts (Research point person: Susie) - no updates

iii. Potential for traveling collection (Research point person: **Kristin**)

Mobile libraries are a bit trendy (since 1906!) It's a popular thing to create micro-libraries.

Debate on whether these are examples of a library or free book shop. Tiny shed, locked to a sign post. Apply for membership to do book exchange. Also, in phone booths. Monthly tour 3 stops each month where people exchange together. Types of collections seem to target specific communities.

Also, some situations that are like book exchanges/book drop spot. In most cases however, someone is staffing. Kristin has more notes and will create a document that will hopefully be linked here.

Chinatown library - created by a community organization.

iv. Other models for public space libraries/ collections (**New research point person: Rebecca!**)

c. Emergency plan overview (open-ended/ flexible enough to support different manifestations of long-term vision)

i. Susie to put emergency plan statement in library minutes folder; bigger version to post after review/ edit

Myrna brought several copies of the plan to the meeting and we reviewed them. It seemed like response was favorable. There wasn't a lot of time for discussion, so this should be picked up in the next meeting or via email.

5. A-Z Library Archive: update from Kristin [15 min]

Document that describes pages associated with OB (pulled from the wiki) . Printing out every document that she can find, sorting it. Creating a resource for people to be able to find them on site. What's available in the tent, in the binder, in the bin in Kristin's car, in a flash drive or on a hard drive. Done for most of the general assembly minutes and others, until the end of October. She contacted the OccupyArchive (George Mason University). They're capturing from all Occupies wiki sites, using free & open software (including citation management plugin Zotero) to collect pages in a zip file. photos are small and might not be usable. This is a broad effort, but we in Boston may be able to add to this by providing depth and variety of media. (Print, ephemera, etc.) Interested in milestone moments (october 11th arrests, when people were kicked out for lack of accountability to FAWG)

May consider working on oral histories? (Someone had come down with blank books to collect stories from people here.)

Kristin needs help with printing documents. If you are able to help her please contact her. A sheet was passed around to collect names of those able to help with printing.

Nick offered a laptop. We have a printer coming too.

6. Twitter [5 min] The Twitter group decided this might not be the right time to start a Twitter account because we are still trying to work out our vision and what we would want to communicate with that medium.

7. Email & Calendar update (Heather & Brian) [12 min]

- a. Difference between library@occupyboston.org and library@lists.occupyboston.org and how we want to use them
- b. what to do with bostonradref@gmail.com & associated google group
- c. Working groups list on <http://groups.occupyboston.org/>
- d. We have the option to add events to the calendar (demonstration if desired).

Google list & Google group

Our original list was set up to forward to the group. It gave us an easier email address to

remember, but still broadcast the messages we received to the group. I'd like to propose that we stop using this list by next Tuesday. I can set up the messages to forward to me, in case we still get anything at that address.

Any suggestions for what we should do with the list or the group in the future?

OccupyBoston email address and list

We now have two addresses, rather than one that feeds into the other as it was with the google group.

The email list: Library@lists.occupyboston.org. This is the list that we are subscribed to now. Messages to this list are broadcast to all members. Currently Brian, Myrna and I are set up as admins on the list. We can approve messages, add new members, adjust settings about what gets through, etc. Access via: <https://lists.mayfirst.org/mailman/listinfo/library>

If others are interested in being admins, we can add them.

The other is an individual email address with its own login. library@occupyboston.org
It's a webmail list, and the address doesn't appear anywhere yet, except that OB IT has this address because they set up the list. Right now library@occupyboston.org is also an admin of the lists.occupyboston.org address. It was suggested to me to use this for answering questions and have a smaller group of people field them. I prefer to have most of our messages go to the main list, so the most people possible will see them and be able to respond.

Access via: <https://webmail.mayfirst.org/>

Does anyone have thoughts about what we might use this address for?

Calendar

We also have access to a calendar on the Occupy Boston website, and access to other groups' contact information.

<http://obgroups.mayfirst.org/>

Rebecca is going to create a [shared google doc file](#) of occupy boston docs.

8. Announcements/ points of discussion [5 min each]
 - a. library logistics (tent needs, electricity, shelving, location)
 - i. winterization updates?

Meeting with MIT now. Lot of things being field tested, ideas being suggested for keeping things warm. Different tents, drainage, etc., (This would make a good oral history.)

For library, might line the roof with wool blanket insulation and mylar blankets to reflect heat that

rises back down.

- ii. weatherproofing the shelving? - see above
- iii. receptacle for large free books pile?

That's under control for the moment. Chris G worked at the Great American Book Drive and took the free books to donate.

- b. programming (childrens', user education)

John proposed outreach to writers and holding writer's workshops.

Put out a call after the meeting to find out more about planned and/or potential programming. Space - might be a limit to the number of people that can fit within the space. This might be advertised.

Within the new winterized layout of the camp, there will be a larger space available that can be used by any working group for meetings or programs.

Can fit about 14 people in the library tent. Could project on ceiling if needed.

- c. collection development/maintenance (new donations, needs)

As part of the mission statement, we might want to think about collection policy too. Areas where we might be seeking other things, where our strengths our collection-wise. Specific requests that are coming in may lead to less need for weeding.

Having a little bit more of a collection development policy. As we articulate our vision/ philosophy, a collection development policy might arise from this.

It might be helpful to use some of the research guides as a guide.

Add to the log if people request specific books, also suggestions for books we'd like.

Creating a wiki page with a running list of needs of people in here, requested titles, etc., (Point person: NICOLE!)

- d. reference (scheduling, etc.)

Affinity group: Kristin, Heather, Chris, Angela, Meghan, Candace.

- e. outreach (to OB working groups, general public, media)

- i. Volunteers to staff this weekend's Anarchist Bookfair @ Simmons w/ Susie? Shifts from 10-6; contact Susie for more info or just show up. Bring a laptop if possible.
- ii. Occupy Boston Summit Sat. Nov. 19, 2-6pm: Who's going? Let's give Maureen a tally ASAP. Looking for an enclosed space. This is not a general assembly. World Cafe style. - all at a table and talking about

issues and vision and recommendations are developed. Facilitators have been involved on some levels, but are experienced facilitators. 7-8 A-Z library folks expressed interest in coming. **(For more information, contact Susie or Myrna)**

- iii. Volunteer needed for Expansion Working Group research query on legal questions re: occupying different types of property in the city. **Contact Susie.**

- f. archives (of library project, of OB documents) - see #5 above.
- g. other topics
 - i. selling books

John, Lauren & Kristin talked about this idea. Brookline booksmith would take some paperbacks and good condition hardcover stuff. It might not generate a ton of money, but it could be something and it would be a good use of books. **(Kristin is going to follow up on this.)**

- ii. Meghan/Joanna's survey - Meghan Bailey talked about the article that she is writing with Joanna. They are gathering data from folks helping out in the library. She left several hard copies of the survey in an envelope in the tent and will email more information about this, and also the text of the survey to the list.
- iii. Allie Grundt's request for a Skype interview with middle schoolers - Allie in Plymouth is looking for someone to talk to middle-schoolers about Occupy Boston and the library on Skype next week. If you are interested in doing this, please contact her at: aegrundt@gmail.com

- 9. Choose facilitator for next meeting: **Rebecca & Chris G**